

## REPORTS INVENTORY

CONTROL NO.

SRB 230 E

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.)

230 E ALPHA SD-D BY GRADE

2. TYPE  
OF  
REPORT

STATISTICAL

NARRATIVE

MACHINE-NAME LISTING

3. FUNCTIONAL AREA

☒ PERSONNEL

LOGISTICS

MEDICAL

TRAINING

SECURITY

FINANCE

ADMIN. GENERAL

OTHER (specify)

4. NO. OF COPIES PREPARED

2

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Q

6. DISTRIBUTION (No. of components not number of copies)

1

FORMAT (memorandum, form, computer print-out, etc.)

CP-O

8. ADP PROCESSING

☒ YES

IF YES GIVE ADP PROCESSING NO.

NO

P-658

9. DIRECTIVE AUTHORITY REQUIRING REPORT

10. PREPARING COMPONENT (include lowest level contributing information to report)

DCS/OPERATIONS

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

## 12. COST FACTORS

## A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	X	COST PER REPORT	X	TIMES PREPARED	X	COST PER YEAR
5-06-3	4.21		.29		1.22		4		4.88

## B. COSTS OF COMPUTER PRODUCED REPORTS

					13.92		4		55.68
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TOTAL COSTS PER YEAR

\$60.56

13. PLEASE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in Item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

## 14. FUTURE GOALS

15. APPROVED BY COMPONENT FOR THIS REPORT

REMAIN AS IS

☐

OTHER (explain)

CHANGE

REASON FOR

OF INVENTORY

OCT 1970

ESTIMATED SAVINGS

MAN-HOURS

DOLLARS

STAT